

ANNOUNCEMENT

**Emergency Solutions (formerly "Shelter") Grants (ESG) Program Deadlines, and
Regional Meetings - DCA Homeless Assistance Programs**

TO: HTF Commission, Units of Local Government, Regional Commissions,
Homeless Provider Groups and Other Interested Parties

FROM: John Bassett, Director, State Housing Trust Fund for the Homeless

SUBJECT: 2012 ESG Application Workshops and Deadlines

DATE: February 9, 2012

The Department of Community Affairs is announcing the 2012 application process for the Emergency Solutions (formerly "Shelter") Grants (ESG) program. The ESG program is designed to provide housing or service resources with the goal of stable housing outcomes for "eligible" persons as defined by HUD.

2012 Emergency Solutions Grants (ESG) Program – Key Dates, Changes for 2012

The Department of Community Affairs (DCA) has transitioned to an online application process this year. All interested applicants must complete a "Notice of Intent" online before completing the full application. Applicants will also need to input contact, organizational and program information online. The (3) three key dates follow:

1. Part 1 – March 2, 2012 Online Before 5:00 p.m.

Prospective (new and returning) ESG applicants must submit an online "Notice of Intent (NOI)" to apply. Prospective applicants that do not meet this deadline will not be considered for funding. This NOI is a form to gather information on your organization, including legal name, application contact name, phone and email. In addition, the prospective applicant will submit the name, type and location for each program for which funds may be requested. Once the prospective applicant submits their online NOI, they will receive a login and password by email from DCA that will enable the organization to complete additional information requests online.

2. Part 2 – March 19, 2012 Online Before 5:00 p.m.

Prospective applicants must submit or update all organizational information by this date. Prospective applicants that do not meet this deadline will not be considered for funding. All

prospective applicants must make a 100% online submission of organizational information. This submission will provide DCA with information on the prospective applicant that includes complete contact

information, current Georgia Secretary of State Registration, IRS 501c3 determination, agency articles of incorporation, organization's board list, organization's board meeting minutes (most recent three meetings), organization's staff list, organization's full annual budget, organization's current annual financial statement, and other information that may be required by DCA.

3. **Part 3 -- Monday, April 16, 2012, Online Before 5:00 p.m.**

Part 1 and Part 2 submissions must be made to the satisfaction of DCA by prospective applicants prior to this April 16, 2012 due date. Late applications will not be considered. Separate program applications must be made for each outreach (and related services), shelter (and related services), transitional housing, homelessness prevention or rapid re-housing program proposed for funding. Complete, program by program information will be due on or before April 16, 2012 on prospective beneficiaries, program policy, HMIS implementation strategy, specific program budget detail, etc. Also due on or before this date will be original documents executed by the applicant, to include an application summary of all program requests, required certifications, local approval(s) (by program), and as applicable, certification of consistency with local HUD consolidated plans.

Among other requirements, and as referenced above, ESG applicants should note that for 2012:

- ✓ Non-profit organizations making application for ESG funds must obtain local government approval for housing or service programs located in local jurisdictions. Local approval is not required for local governments, authorities, and community service boards;
- ✓ All applicants for housing and service programs located within local HUD Consolidated Plan jurisdictions must obtain "certification of consistency" with the local HUD Consolidated Plan. Local HUD Consolidated Plan jurisdictions are the cities of Albany, Atlanta, Brunswick, Dalton, Gainesville, Hinesville, Johns Creek, Macon, Rome, Sandy Springs, Savannah, Valdosta and Warner Robins, the counties of Cherokee, Clayton, Cobb (including Marietta), DeKalb, Fulton (including Roswell) and Gwinnett, and the consolidated governments of Athens-Clarke, Augusta-Richmond and Columbus-Muscogee; and
- ✓ Existing and previous ESG or Continuum of Care grantees must be in full compliance with DCA Homeless Management Information System (HMIS) requirements at the time of application.

Part 3 ESG application documents should be available on-line on or about March 7, 2012. For access to ESG application documents at that time, please go to <http://www.dca.ga.gov/housing/specialneeds/programs/esg.asp>

For successful applicants, funding should be available on or about July 1, 2012.

The dates, times and locations for our state-wide schedule are detailed below. Please contact the local host only if you have special needs or if you need directions.

Macon, ESG Application Workshop, Tuesday, February 21, 2012, 10:00 am – 12:00 pm, River Edge Community Service Board, Macon Health Complex, Assembly Room, 175 Emery Highway, Macon, GA. Contact: Ms. Cynthia Patterson at cpatterson@river-edge.org.

Savannah, ESG Application Workshop, Wednesday, February 22, 2012, 10:00 am – 12:00 pm, Chatham-Savannah Authority for the Homeless, 2301 Bull Street, Savannah, GA. Contact: Ms. Janice Sheffield at (912) 790-3400.

Valdosta, ESG Application Workshop, Wednesday, February 22, 2012, 10:00 am – 12:00 pm, City Hall Annex - Multi-purpose Room, 300 North Lee Street (across from City Hall and adjacent to the new Lowndes County Judicial Administrative Complex). Contact: Ms. Debra Miller at dmiller@valdostacity.com, or by phone at (229) 259-3522, or Ms. Mara Register at mregister@valdostacity.com, or by phone at (229) 259-3571.

Albany, ESG Application Workshop, Wednesday, February 22, 2012, 3:00 p.m. to 5:00 p.m., Arthur Kay Williams Micro Enterprise Center, 230 South Jackson Street, Albany, GA. Contact: Ms. Annie Mackey at (229) 483-7650.

Augusta, ESG Application Workshop, Thursday, February 23, 2012, 10:00 am – 12:00 pm, Salvation Army Center of Hope, 1384 Greene Street, Augusta. Contact: Lynda Suarez, (706) 724 8588.

Norcross, ESG Application Workshop, Friday, February 24, 2012, 10:00 am – 12:00 pm, The Salvation Army, Divisional Headquarters Office, 1000 Center Place NW (off Jimmy Carter Boulevard), Norcross, GA. Contact: Mrs. Tracy Knight, (678) 441-6200.

Athens, ESG Application Workshop, Friday, February 24, 2012, 10:00 am – 12:00 pm, Department of Family and Children Services Training Room A, 284 North Avenue, Athens, GA. Please park in the rear of the building. Contact: Mr. Evan Mills, (706) 613-3155 ext. 1206.

Gainesville, ESG Application Workshop, Monday, February 27, 2012, 10:00 am – 12:00 pm, Gainesville-Hall Co. Community Service Center, 430 Prior Street, Gainesville, GA. Contact: Ms.

Phillippa Lewis Moss, pmoss@gainesville.org, or by phone at (770) 503-3330.

Dalton, ESG Application Workshop, Monday, February 27, 2012, 10:00 am – 12:00 pm, Dalton City Hall Council Chamber, 300 W. Waugh Street, Dalton, GA 30720. Contact: Ms. Jennifer Shearin, JShearin@dwcdc.org, or by phone at (706) 876-1630.

Columbus, ESG Application Workshop, Tuesday, February 28, 2012, 10:00 am – 12:00 pm, HHS Building, Boardroom, 2100 Corner Avenue, Columbus GA. Contact: Ms. Christi Hazawindus at (706) 596-5501.

We appreciate your time in reviewing this information. Please feel free to pass it along to others within your agency, or to any organization that serves the needs of persons experiencing homelessness in your community. Should you have questions regarding these meetings, please contact any of the following Housing Trust Fund staff:

Bassett, John	(404) 679-3170	john.bassett@dca.ga.gov
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